



Integrated Safety Management System

Emergency Response Plan

Dalswinton

Project Site: Dalswinton

Document No: RSG-WHS-ERP.12

Version: 6

Review Date: 01/10/2022

Document History					
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Version 1	18/01/2018	Sarah Jackson			
Version 2	01/10/2018	Nigel Simms	Nigel Simms	Nigel Simms	Nigel Simms
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Version 4	6/10/2020	Nigel Simms	Nigel Simms	Nigel Simms	Nigel Simms
Version 5	3/10/2021	Nigel Simms	Nigel Simms	Nigel Simms	Nigel Simms
Version 6	21/4/2022	Nigel Simms	Nigel Simms	Nigel Simms	Nigel Simms

Revision Description
Version 2 – checked and updated, no changes Version 3 – Checked and updated, no changes Version 4 – Checked and updated, no changes Version 5 – checked and updated, no changes Version 6 – Added / ERP procedure 24 Evacuation due to flood

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1.0 PURPOSE

This Rosebrook Sand & Gravel (RSG) Emergency Response Plan (ERP) for Dalswinton has been developed following consultation with management and employees with the intent of providing guidance in the event of an incident or emergency occurring at Dalswinton Quarry. In conjunction with the Emergency Response Plan, the Emergency Response Procedures for Dalswinton aim to provide specific response procedures designed to:

- Contain an emergency;
- Protect property, plant, equipment and the environment;
- Care for the welfare of casualties and families;
- Manage the impact upon the business and broader ramifications on the wider community; and
- Manage the recovery and resumption of normal operations.

The RSG Emergency Response Plan for Dalswinton and Emergency Response Procedures are aligned to the requirements in the Work Health and Safety (WHS) Act 2011 & the WHS Regulation 2017, WHS (Mine & Petroleum Sites) Act 2013 & WHS (Mine & Petroleum Sites) Regulations 2014.

2.0 SCOPE

The scope of this Emergency Response Procedure addresses:

- Dalswinton emergency response needs;
- Potential emergency situations involving personal, environmental, asset and business loss;
- The requirement to minimise risks associated with potential emergency situations;
- The framework associated with procedural development for carrying out aided rescue and self-escape of persons from the mine or equipment in an emergency;
- The authority and support for carrying out emergency exercises, including testing the effectiveness of emergency management procedures, the readiness and fitness of equipment for use in an emergency, and the auditing and reviewing of emergency exercises;
- The need to engage the support and emergency assistance from external agencies e.g. Fire Rescue NSW, Rural Fire Service, Mines Rescue, SES, VRA and specialists; and
- regulatory reporting and investigation requirements.

This system applies to:

- All persons that perform work at or visit Rosebrook Sand & Gravel, and
- All activities conducted at Rosebrook Sand & Gravel sites, and
- Work-related activities conducted by employees or contractors off site.

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3.0 RESPONSIBILITIES

Managing Director

- Oversees the compliance of this Emergency Response Plan.
- Ensures reviews and audits are undertaken in the event as described in the Audit and Review Procedures.

Operational Manager

- Manages the compliance of the Emergency Response Plan.
- Ensure that supervisors, mentors, coaches, employees, contractors are competent to safely perform their tasks within the meaning of this program.
- Ensure comprehensive and regular training is provided to all personnel in order for them to contribute to the success of the Emergency Response Plan.
- Test efficiency of the action plan at 6 monthly intervals and record the results on efficiency.
- In an emergency situation, follow the Emergency Response Plan to bring about a successful conclusion to the emergency.

Supervisors

- Assist the Operations Manager to carry out his/her responsibilities.
- To be trained to assist with the orderly evacuation of the workplace during the emergency.
- Control the Emergency Response Plan during an emergency in the absence of the Operational Manager.

First Aid Officers

- Holders of a Senior First Aid Certificate shall follow the instructions during an emergency, given by the Operations Manager.
- Ensure all treatments are carried out and recorded on Register of Injuries.

All Personnel

- Fully cooperate with the requirements of this Emergency Response PCP.
- Do not leave the area until cleared to do so by your Operations Manager.
- Assist wherever possible in subsequent investigations into the situation.
- Notify/report to the Manager of any non-compliance of this program.

Trainers, Mentors, and Assessors.

- Comply to the Emergency Response requirements when training or assessing personnel.

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4.0 EMERGENCY SITUATIONS

An emergency can be described as an abnormal, dangerous or life threatening situation requiring urgent action to protect people, property, environment and the work area.

Workers must be trained in what to do in an emergency and they must be given the right tools for the job

Emergencies could be things that have occurred or have the potential to occur, such as:

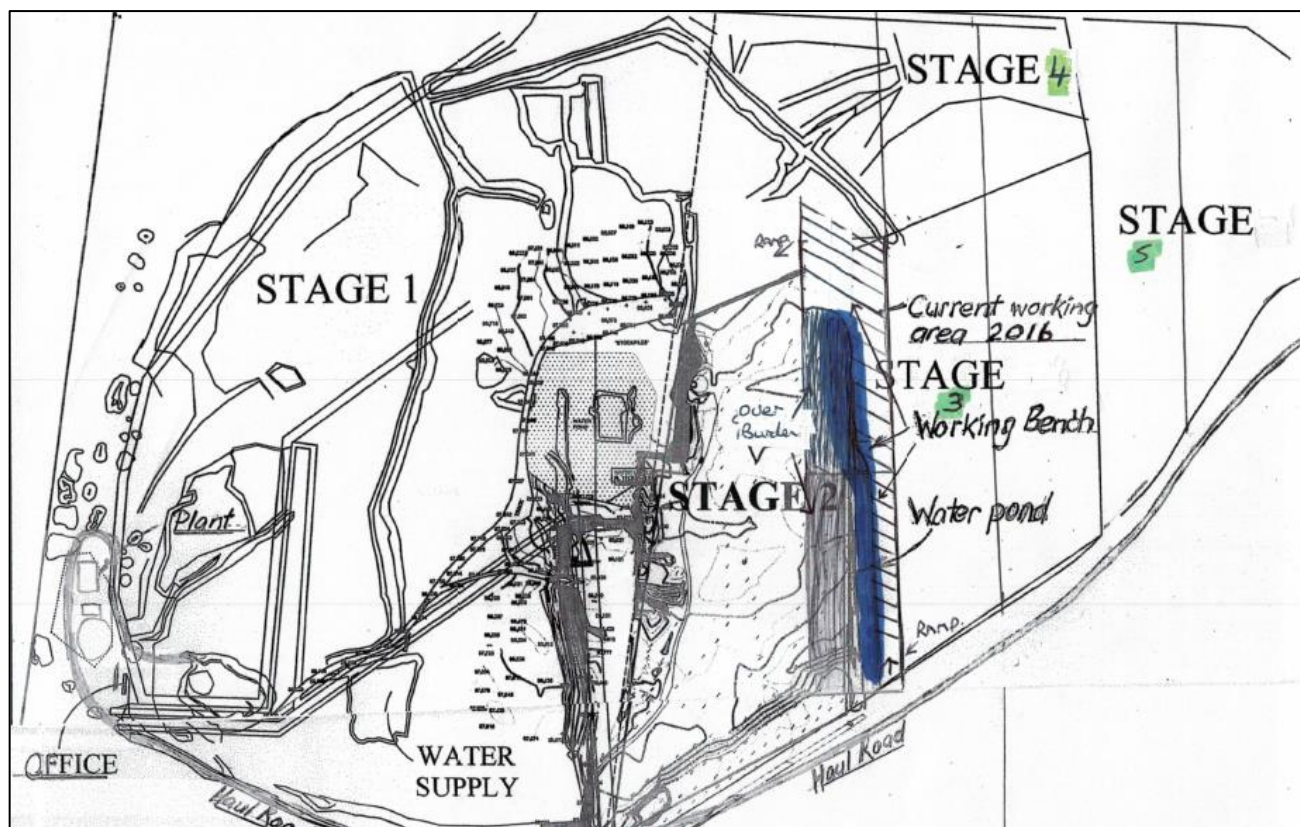
- Serious injuries
- A fire which is not readily controlled
- Spillage, loss or exposure to hazardous materials
- A failure of the workings of the mine
- Any Persons trapped
- An accidental explosion or ignition of dust
- Shaft and shaft equipment damage or failure
- Out of control machinery
- Failure of a dam or tailings storage
- An inrush of water
- Natural disasters, such as;
 - ❖ Earthquake
 - ❖ Flood
 - ❖ Storm-rain
 - ❖ Wind
 - ❖ Lighting strike
 - ❖ Bushfire

5.0 QUARRY SITE PLAN

The Dalswinton Quarry Site Plan is a diagram which shows the items below that exist on site:

- Amenities Area
- Light Vehicle Parking Area
- Heavy Vehicle Parking Area
- Detention Dam
- Quarry Entry
- Safety berms
- Access Road
- Stockpile Area
- Crushing and Screening Area
- Temporary Access to Blast Area
- Existing Pit Floor
- Blasting Area
- Access Road
- Storm water Diversion
- Assembly Point

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6.0 EMERGENCY CONTACT PERSONS

This workplace specific information will assist as far reasonably practicable in an emergency. The information should be displayed on notice boards for reference during any emergency and all persons are to be familiar with this information.

Community Services Contact Numbers	
Ambulance	000
Local Police	(02) 6547 2400
Local Fire Brigade	(02) 6547 2686
Local Hospital - Dalswinton	(02) 6547 3999
SES	13 25 00
Environmental Protection Authority – Pollution Line	131 555
Poisons Information Centre	131 126
Rosebrook Sand & Gravel Personnel	
Managing Director – Colin Jackson	0418 681 792

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7.0 TRAINING

Training in the Emergency Response PCP is to be provided in accordance with the RSG Training Competency Procedure to ensure that people have the required knowledge and skills to respond in the event of an emergency.

7.1 First Aid Officers

Rosebrook Sand & Gravel ensures First Aid Officers are trained to carry out first aid on site during quarrying activities. These people will renew their training accordingly.

Competencies of First Aid Officers are as follows:

Name	Qualification	Date Issued	Expiry Date
Trudy Duggan	HLTAID001 Provide cardiopulmonary resuscitation	25/11/2016	25/11/2017
	HLTAID002 Provide basic emergency life support		25/11/2019
	HLTAID003 Provide First Aid		25/11/2019
	Apply First Aid		25/11/2019
Aden Worroll	First aid Certificate		

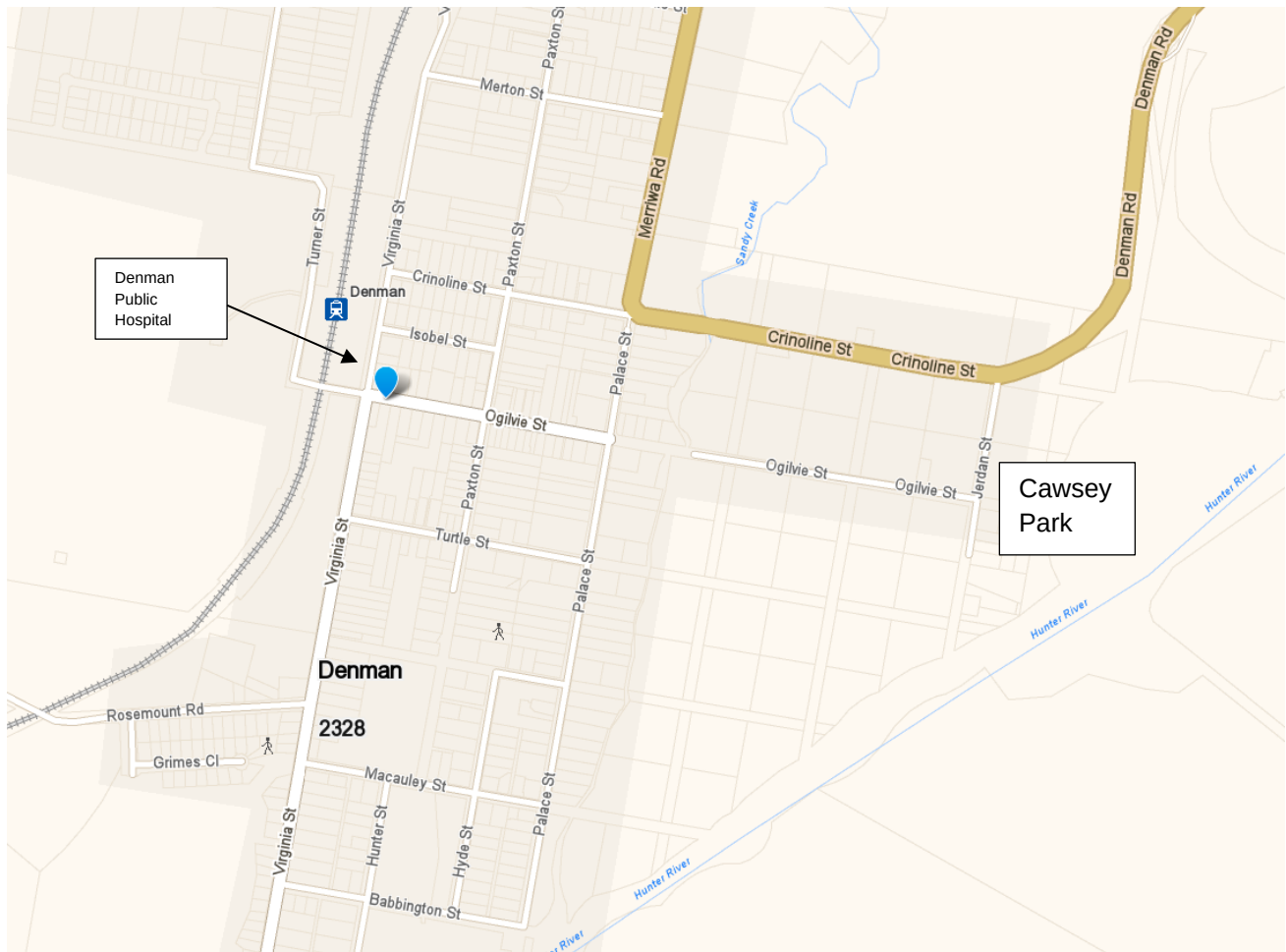
8.0 EMERGENCY PROCEDURE

8.1 Instruction to personnel

- Check and ensure the safety of fellow workers and yourself
- Inform the Supervisor or Operations Manager of the nature of the emergency, location on site and potential hazards/injuries
- Ensure that the site office is informed so that relevant Emergency Services can be contacted
- Stay calm and obey all directions given by the Supervisor or Operations Manager.
- Do not leave the site until cleared to do so by the Supervisor or Operations Manager.
- Remain at the Emergency Assembly Point until notified otherwise by the Supervisor or Operations Manager.

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8.2 Dalswinton Community Hospital Map



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8.3 Mine Emergency Procedure

IN THE EVENT OF AN EMERGENCY KEEP CALM

DIAL 000 or 112(mobile)

1. Tell the operator which service you require and provide them with the site's details
2. If possible, send a person to the front gate to direct Ambulance or Emergency Services and ensure no other unauthorised persons enter site

Address: Dalswinton Quarry, Jerry's Plains Rd (Golden Hwy)

Nearest Cross Road: 11km from Denman Rd (Golden Highway)

47km from Putty Rd

7km in on gravel road

Contact Name: Colin Jackson – Manager - 0418 681 792

Latitude: 32° 27' 16"S **Longitude:** 150° 42' 51"E

Contact Number: 65471199 **Further Information:** Type of Incident (see below)

FIRE	MEDICAL	OTHER
Type of Fire	No. of persons injured	Type of Incident
Size of Fire	Type of emergency	All persons accounted for
Ensure all persons are accounted for	Type of injuries	Make area safe
If safe to do so remove all plant from the area	Ensure the area is made safe before attempting to render assistance	Contact Management Colin Jackson 0418 681 792
Contact Management Colin Jackson 0418 681 792	Contact Management Colin Jackson 0418 681 792	Contact the Mine Safety Department 1300 814 609
NOTE: Only attempt to extinguish the fire if safe to do so	NOTE: Once area is safe, complete DRABC (if trained) and give assistance	Investigate incident
Contact the Mine Safety Department: (either) Rob McLaughlin: 0447 639 069 Mathew Barnes: 0409 844 342 Paul Hamson: 0407 951 244	Contact the Mine Safety Department: (either) Rob McLaughlin: 0447 639 069 Mathew Barnes: 0409 844 342 Paul Hamson: 0407 951 244	Contact the Mine Safety Department: (either) Rob McLaughlin: 0447 639 069 Mathew Barnes: 0409 844 342 Paul Hamson: 0407 951 244
Investigate fire	Investigate incident	

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8.4 Emergency Response Procedures

ERP Reference Number	Emergency Response Plan
ERP 01	On-site Medical Emergency
ERP 02	Triage Medical Emergency
ERP 03	Off-site Medical Emergency
ERP 04	Snake Bite
ERP 05	On-site Fire Emergency
ERP 06	Off-site Fire Emergency
ERP 07	On-site Chemical Spill
ERP 08	Off-site Chemical Spill
ERP 09	Vehicle Liquid Spills
ERP 10	Vehicle Dangerous Goods Spills
ERP 11	Toxic or Hazardous Materials Exposed
ERP 12	Toxic or Hazardous Emissions
ERP 13	Discovery of Sealed Chemical Containers
ERP 14	Bomb Threat
ERP 15	Robbery
ERP 16	Suspicious Packages
ERP 17	Adverse Weather Conditions
ERP 18	Severe Weather Erosion
ERP 19	Public Control During Adverse Weather Conditions
ERP 20	Impact of Neighboring Emergencies
ERP 21	Damage to Underground Services
ERP 22	Damage to Above Ground Services
ERP 23	Electric Shock
ERP 24	Evacuation due to Flood

9.0 REVIEW CRITERIA

Review triggers for this PCP are:

- 3 years since previous review or
- significant changes to RSG activities or
- significant changes in RSG operating conditions or after any incident that requires the need for a review.

Ongoing monitoring by all stakeholders is to be carried out of the system's effectiveness and relevance.

Following audits or reviews where modifications are made to this system/document the revised document will be entered into the Document Control System and a copy forwarded to the Inspector of Mines within 7 days.

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9.0 DOCUMENT CONTROL

The Rosebrook Sand & Gravel Managing Director is the owner of this document and approves all revisions and amendments in consultation with the other senior management.

The approved master copy shall be maintained by the Document Controller

10.0 REFERENCES

Work Health and Safety (Mines & Petroleum Sites) Act 2013
 Work Health and Safety (Mines & Petroleum Sites) Regulation 2014
 Work Health and Safety Act 2011
 Work Health and Safety Regulation 2017

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EMERGENCY RESPONSE PROCEDURE – 24 / V1		
EVACUATION DUE TO FLOODED SITE		
1	Objective	To ensure a successful evacuation of the quarry site due to flooding, and ensuring all employees and equipment that could be impacted by flood are evacuated from site.
2	Training	Evacuation drills and operator competencies
3	Key Responsibilities	- Issue/instruct Quarry Manager - Training Quarry Manager - Reporting All personnel - Response Quarry Manager
4	Resources	- Flood data - Evacuation Procedure - Evacuation Maps
5	IMMEDIATE RESPONSE Stay calm Do not panic	ALL WORKPLACE PERSONNEL - During heavy rain events the Quarry manager will monitor local river levels - Evacuation commences once river levels at Denman reach 3.7 Metres - All employee personal vehicles to be removed to the stockyards on the outbound side of Shorto's tree - All company mobile equipment to be removed to the stockyards on the outbound side of Shorto's tree - All employees to leave site when instructed by the Quarry Manager - If any employee is unable to leave site by the time the river level reaches 3.5 metres, then this employee shall leave via the alternative exit from the site via the road through the Neighbouring Stuart's property - All employees shall be trained and be advised of the alternate evacuation route - The general Manager shall be advised by the Quarry manager that all personnel have been evacuated due to a flood event - The Quarry manager shall place the (Quarry Closed) sign at the entry from the Golden Highway when a flood event occurs to stop incoming trucks entering the site.
6	EMERGENCY SERVICES 000	When applicable, the Quarry Manager shall contact emergency services stating clearly: - The nature of the emergency - Location of the emergency - The number of persons if any that are injured or trapped and their location on site - Clearly answer any questions asked by emergency services - Do not hang up the phone until the emergency services operator has disengaged to ensure that adequate information is passed on to the operator
7	EMERGENCY PROCEDURE	- Determine the extent of the flood - If it is safe and practicable to do so, maintain a presence at the quarry to monitor flood levels - Implement Quarry flood evacuation Procedure: - Quarry Radio Channel 30 "Emergency, Emergency, Emergency" - State: Name Location Nature of Emergency - Quarry Manager to Advise the General Manager - The authorised person is to assess the extent of the assistance required and implement same
	Completion	Once all employees and mobile plant have been evacuated, the Quarry Manager shall cordon off the quarry entrance and monitor local river flood levels
9	Reporting	The Quarry Manager shall ensure that the flood and subsequent evacuation of the site is reported in accordance with this Procedure and ensure an Incident Report is completed and forwarded to the General Manager.
Further Information:		

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